

**DRAFT MINUTES OF THE TOWN COUNCIL PLANNING & INFRASTRUCTURE
COMMITTEE MEETING HELD ON 6 OCTOBER 2021 (5.30-6.45pm)**

1661.	PRESENT: Councillors Ord, Baty, Domingue, Grennan, Hartland, O'Farrell and Smith. Also present were Andy Lees and James Swabey from Hexham Space for Nature and one member of the public.
1662.	APOLOGIES FOR ABSENCE were received from Councillors Bell and Kennedy.
1663.	MINUTES of the Committee meeting held 20 September, having been circulated, were AGREED.
1664.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. ALLOTMENT GUIDANCE (minute 1648a and action log refers). It was noted that Councillor Baty has had feedback from the Quatre Bras Allotment Association and will incorporate this into the guidance and then send it to Councillor Ord for consideration. b. RAILWAY STATION (minute 1648b and action log refers). It was noted that the availability of the owners of the Old Goods Shed (Arch Company) is pending. c. CEMETERY LODGE (minute 1648c and action log refers). It was noted that sourcing quotes is in progress. d. SOLAR PANELS (minute 1648d and action log refers). It was noted that a quote for the installation of an electric vehicle charging point in the shed at the Cemetery had been circulated to all Committee members. It was also noted that the County Council is looking into potentially doing a bulk install and operate charging points for a number of communities. It was AGREED to circulate any information when received. e. WYDON PARK PLAY AREA (minute 1648e and action log refers). It was AGREED that Councillor Ord would contact Priestlands Residents Group for an update on this. f. SUSTAINABILITY ACTION PLAN (minute 1648f and action log refers). It was noted that Councillors Domingue and Hartland circulated a draft Sustainability Action Plan to all Committee members and that it will be discussed under agenda item 8. g. FRIENDS OF THE SELE (minute 1648g and action log refers). It was noted that Councillor Baty is researching this and has the contact details for a similar group in Prudhoe who she will contact for advice. h. HEXHAM SPACE FOR NATURE (minute 1648i and action log refers). It was noted that Andy Lees and James Swabey from Hexham Space for Nature are at the meeting to discuss HS4N's work and the roadmap for wildlife, climate and people at St Andrew's Cemetery. i. HISTORICAL INFORMATION SIGNAGE (minute 1648j and action log refers). It was noted that an example plaque has been produced which includes a QR code and will be viewed at the

- October Full Council meeting.
- j. SOLAR PANELS (minute 1648k and action log refers). It was noted that representatives from the Abbey are planning a meeting to discuss this, and Councillor Baty will provide an update when available.
 - k. BONFIRES AT QUATRE BRAS ALLOTMENTS (minute 1648l and action log refers). It was noted that this is pending.
 - l. GLYPHOSATE AT THE CEMETERY (minute 1648m and action log refers). It was noted that the remaining glyphosate has been collected and NCC has been contacted regarding its safe disposal. It was AGREED to recontact NCC for an update on this.
 - m. FUNDING OPPORTUNITIES (minute 1648n and action log refers). It was noted that Councillor Grennan has submitted an initial funding bid for Grow Hexham and will contact the funders for an update on its progress.
 - n. SUBARU TRIANGLE WILDFLOWER AREA (minute 1648o). It was noted that this is pending and that Councillor Ord will discuss this with Councillor O'Farrell.
 - o. WILDFLOWER BORDER SIGNAGE (minute 1648p). It was noted that it would be more appropriate to pursue this project in Spring 2022 and it was AGREED to postpone this until then.
 - p. WYDON PARK ALLOTMENTS (minute 1648q). It was noted that the Clerk and Councillor Ord are meeting on-site on 11 October to discuss this, and that no NCC officers will be in attendance.
 - q. PLANTING (minute 1648t). It was noted that the Operations Manager's planting plans had been sent to Councillor Ord.
 - r. HEXHAM ABBEY AND COMMUNITY PARTNERSHIP MEETING (minute 1650 and action log refers). It was noted that this has been passed on to the Community Engagement Committee to pursue.
 - s. PLANNING VALIDATION CHECKLIST CONSULTATION (minute 1651 and action log refers). It was noted that the Clerk had submitted a response to this.
 - t. HEXHAM NEIGHBOURHOOD PLAN (minute 1652 and action log refers). It was noted that the Clerk had contacted NCC to request that the additional Highford Park green space is added to the Plan. It was also noted that consideration of the future use of the old Hexham Middle School site is on the agenda for the October Full Council meeting.
 - u. BIN REQUESTS (minute 1653 and action log refers). It was noted that an order for new bins has been placed and these will be installed in due course.
 - v. BENCH REQUEST (minute 1654 and action log refers). It was noted that a bench has been ordered and should arrive by early February.
 - w. ANNUAL REVIEW OF CEMETERY CHARGERS AND RULES (minute 1656 and action log refers). It was noted that the Clerk had sent Councillor Domingue information regarding burial numbers and that this was on the agenda for consideration.
 - x. DENE PARK PLAY AREA REPAIRS (minute 1658h and action log

	refers). It was noted that additional quotes are pending.
1665.	There were no DECLARATIONS OF INTEREST.
1666.	<p>HEXHAM SPACE FOR NATURE PRESENTATION: A presentation was made by Andy Lees, with James Swabey also present. He advised that HS4N is a project hosted through Transition Tynedale, and their aim is to maximise the space for nature and the opportunities for wildlife in Hexham's parks, gardens and open spaces.</p> <p>There are a number of projects HS4N are currently working on, including:</p> <ul style="list-style-type: none"> • The Sele – working with NCC they have created a wildflower section as well as wildflower borders. • The Glade – this is a shaded part of the Sele near Hexham House, where they are working with Hexham Youth Initiative and local schools to improve the area. • Priestlands – working with NCC and Priestlands Residents Group to create a meadow area. • Highford Park – this is land owned by NCC where the fields have been left to grow with no management. Hexham Space for Nature are creating a management plan for the site, looking to its future and conducted a consultation with over 100 residents as part of this. • Hexham Hoedown – managing streets without glyphosate and instead using mechanical means, which has proven effective. • Hexham Swift Heaven – 40 swift boxes have been placed across Hexham in response to the declining numbers. • Hexham Tree Strategy – starting to work on a strategy for the replacement, planting and management of trees across Hexham. <p>HS4N's work with HTC includes creating the wildflower verge outside the Cemetery in 2019 which is showing good signs of progress. Mr Lees also discussed their roadmap for wildlife, climate and people at St Andrew's Cemetery, highlighting areas that could be improved such as boundary management, managing tree planting in the woodland area and reducing the use of bedding plants with alternatives being wildflowers and perennials. It was asked how Hexham in Bloom can be incorporated into their work, and it was noted that they have Hexham in Bloom representatives on their committee, and that the criterion for Northumbria in Bloom judging is changing to include height and wildlife friendly planting.</p> <p>Councillor O'Farrell gave an update on her work with Hexham in Bloom and other organisations, advising that she is looking into leveling, perennial planting, reducing annual bedding and using organic and peat free planting, as well as sourcing local suppliers. She also noted that she is working on a Jubilee project with Hexham Priory School and is working with the Clerk to pull together a list of all the areas managed by the Town Council.</p> <p>Councillor Ord thanked Mr Lees and Mr Swabey for attending and it was AGREED to set up a working group to go through the Cemetery roadmap.</p>
1667.	BIN REQUESTS: It was AGREED to add a bin on at the top of Battle Hill and at Wydon Water car park as requested by residents.

1668.	ANNUAL REVIEW OF CEMETERY CHARGES AND RULES: It was noted that the Clerk had sent Councillor Domingue information on the number and types of burials per annum, and it was AGREED to defer consideration of this to the next meeting to allow Councillor Domingue time to review this.
1669.	SUSTAINABILITY ACTION PLAN: It was noted that Councillors Domingue and Hartland had circulated a draft Sustainability Action Plan to all Committee members for consideration. The priorities were discussed, and it was AGREED for Committee members to input any comments via Google Docs for consideration at the next Committee meeting, noting the aim is to have the completed document ready for consideration at the January 2022 Full Council meeting.
1670.	<p>CORRESPONDENCE: It was noted that:</p> <ul style="list-style-type: none"> a) GOLDFISH AS PRIZES: a request from Councillor Smith to ban the use of goldfish as prizes at events such as fairgrounds was considered. It was AGREED to write to the organisers of Spook Night to request these are not given out at the event and to draft a statement highlighting the Council's dislike of the practice as well as checking new suppliers for future events do not use goldfish as prizes. b) ELECTRIC VEHICLE CHARGING POINTS: a quote from SMT Electrical Contractors for the installation of an EV charger in the shed at the Cemetery had been circulated to all Committee members. c) COMMUNITY GARDEN: Councillor Baty had received an email from a resident noting that NCC are still in the process of developing plans for the old Hexham Middle School site and that whilst it is their intention to retain the community garden on site, it may be relocated to another patch. d) RURAL BULLETIN: this had been circulated to all Committee members.
1671.	<p>PLANNING APPLICATIONS: It was AGREED there were no objections to, or comments on, the applications received in accordance with the list circulated and attached to the agenda.</p> <p>Applications 21/03867/FUL (45 Leazes Park), 21/03801/FUL (12 Hextol Terrace), 21/03870/FUL (12 Loughbrow Park) and 21/03893/FUL (14 Elvaston Road) were also considered. It was AGREED there were no objections to these, but to recommend that the highest possible standards of insulation and glazing are used for all four applications.</p>
1672.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Monday 10 November 2021 at 5.30pm.

Action Log

Update allotment guidance with the new additions and send to Councillor Ord (minute 1664a).	Councillor Baty/Councillor Ord
Invite the owners of the Old Goods Shed to a meeting (minute 1664b).	Clerk
Source quotes relating to the Cemetery Lodge (minute 1664c).	Operations Manager
Source additional quotes for solar panels, electric vehicle charging points and air source heating at the Cemetery (minute 1664d).	Admin Officer/Clerk
Contact Priestlands Residents Groups re plans for Wydon Park (minute 1664e).	Councillor Ord
Research into setting up a Friends of the Sele group (minute 1664g).	Councillor Ord/Councillor Baty
Keep in touch with Hexham Abbey re solar panel proposals (minute 1664j).	Councillor Baty
Contact QBAA re proposed bonfires at the allotments (minute 1664k).	Councillor Hartland
Arrange collection and safe disposal of remaining glyphosate (minute 1664l).	Admin Officer/Clerk
Pursue North of Tyne crowdfunding for Grow Hexham and report back with any updates (minute 1664m).	Councillor Grennan
Arrange example designs for the Subaru triangle area (minute 1664n).	Councillor Ord
Install bins at Priestlands Crescent and the pathway from Leazes Park estate to Hexham Middle and High School and replace and reposition two bins on Priestlands Estate (minute 1648u).	Operations Manager
Install bench and plaque at old Bus Station (minute 1648v).	Operations Manager
Pursue additional quotes for Dene Park play area repairs (minute 1648x).	Clerk
Set up meeting to discuss the Hexham Space for Nature Cemetery roadmap (minute 1666).	Admin Officer
Install bins at the top of Battle Hill and at Wydon Water car park (minute 1667).	Operations Manager
Review information regarding burials numbers and add review of burial fees for 2022/23 to the next agenda (minute 1668).	Councillor Domingue/Admin Officer
Feedback any comments on the draft Sustainability Action Plan via Google Docs (minute 1669).	All
Write to the organisers of Spook Night to request goldfish are not used as prizes at the event and draft a statement highlighting the Council's dislike of the practice (minute 1670a).	Clerk/Councillor Smith